CALLED TO ORDER at 10:00 AM

OTHER BUSINESS - LDC STAFFING

LDC Administrator Luvera was present to discuss two staffing items as follows:

1) Request to fill vacancy - The Probation Assistant recently submitted a voluntary resignation. At 10:05 AM, the Board entered executive session to discuss the performance of a public employee (see RCW reference below). Anticipated length: 5 minutes; anticipated action: No action pertaining to the employee discussed. The Board exited executive session at 10:10 AM with no action taken.

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

Administrator Luvera requested to fill the position by having the LPA III who just came from Misdemeanant Probation assume the duties, and then backfill the LPA III position with someone from the recent pool created by an open competitive recruitment process. HR Director Young stated that she had already received a verbal approval from the Union, as Union contract states that all open positions must be posted; however, the Union recognized the benefit to the employee and the organization by using resources available rather than having to go through the posting process for both positions. She also stated that County Personnel Policy allows use of the same pool if it is within the 90-day window. The Board approved filling both positions without posting.

2) The employee recently promoted from Office Assistant in
Misdemeanant to LPA III in the Lower District Court asked Administrator Luvera if she could start at a higher wage given her previous years of court experience. HR Director Young stated that contract language provides for an increase to the step that is at least one step higher than the employee's wage prior to promotion, or at least 2.2%; the promotional increase applied by contract in this situation was 12%; significantly more than the 2.2% required. The Board denied the request, stating that while they greatly appreciated the experience that the employee brings to the department, they have denied exceptions to policy for all other promotional increases across the County.

In closing this portion of the discussion, HR Director Young added that they are still working on pursuing the 50/50 split position between LDC and Misdemeanant. She will be meeting with the Union in the near future to consider what the best approach may be.

PROJECT UPDATES

HR Director Young provided a verbal summary of the recent benefit survey that was made available to all employees. There were over 100 participants. She stated that she is gathering information from some alternate benefit providers and once that is complete she hopes to meet with the Benefits Committee to review. She stated that the overall response is that employees want high level coverage for less cost to the employee. She hopes to have information to provide to the BOCC before the Budget Retreat in July.

HR Director Young provided the results of an audit on exempt employees that includes the FLSA classification for exemption as well as leave bank balances for each exempt employee, both vacation and sick. The Board reviewed the results and asked for a report that would provide the average sick leave use for our employee base. HR Director Young will work on a report and also see if she can find outside indicators to bring to a future meeting. She then stated that she had more detailed information for the Board to consider. At 10:42 AM, the Board entered executive session to discuss the performance of a public employee (see RCW reference below). Anticipated length: 10 minutes; anticipated action: None. The Board exited executive session at 10:52 AM with no action taken.

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.
HR Director Young quickly indicated that she was meeting with IT tomorrow to work on the PDP, and that she had not sent out the staffing survey but hoped to do so this week.

**EXECUTIVE SESSION: UNION NEGOTIATION UPDATE**

RCW 42.30.140 (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

The Board entered executive session at 10:52 AM to discuss matters pertaining to contract negotiations. Anticipated length: 3 minutes; anticipated action: Direction to staff. The Board exited executive session at 10:55 with direction to staff to proceed as discussed.

**OTHER BUSINESS/EXECUTIVE SESSION: PERSONNEL MATTERS**

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

The Board re-entered executive session at 10:55 AM to discuss the performance of a public employee. Anticipated length: 5 minutes; anticipated action: Potential direction to staff. The Board exited executive session at 11:00 AM with no action taken.

**MEETING ADJOURNED at 11:00 AM**